

COUNTY OF SAN BERNARDINO
DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM
TABLE OF CONTENTS

	<u>PAGE</u>
I. Definition of Terms	1
II. Objectives/Policy Statement	1
III. Non-discrimination	4
IV. DBE Program Updates	4
V. Quotas	4
VI. DBE Liaison Officer	4
VII. Federal Financial Assistance Agreement Assurances	6
VIII. Financial Institutions	6
IX. DBE Directory	6
X. Overconcentration	7
XI. Outreach and Business Development Program	7
XII. Required Contract Clauses	8
<ul style="list-style-type: none">• Contract Assurance• Prompt Payment• Satisfactory Performance• Release of Retainage• Ongoing Compliance Monitoring	
XIII. Monitoring and Enforcement Mechanisms	9
<ul style="list-style-type: none">• Monitoring Audits• Monitoring Audit Procedures• After Contract Award• Pre-construction Conference• Construction Contract Monitoring• Substitution• Record Keeping and Final Report Utilization of DBE's	
XIV. Overall Goals	13
<ul style="list-style-type: none">• Amount of Goal	

	<u>PAGE</u>
<ul style="list-style-type: none"> • Methodology • Step 1: Establishing Base Figure • Categories • Step 2: Adjusting the Base Figure • Breakdown of Estimated Race-neutral and Race-Conscious • Participation • Race-Neutral Measures • Race-Conscious Measures Goals 	
Process	
XV. Contract Goals	16
XVI. Transit Vehicle Manufacturers	17
XVII. Good Faith Efforts	17
<ul style="list-style-type: none"> • Information to be Submitted • Demonstration of Good Faith Efforts • Administrative Reconsideration 	
XVIII. Counting DBE Participation	19
XIX. Certification	19
XX. Information Collection and Reporting	20
<ul style="list-style-type: none"> • Bidder's List and DBE Subcontractors Bidder's Packet • Monitoring Payments to DBE's • Internal Reporting Requirements 	
Appendix A: Guidance Concerning Good Faith Efforts	
Appendix B: DBE Program Organizational Chart	
Appendix C: Bidder's List Form	
Appendix D: DBE Subcontractors Bidder's Packet	
Appendix E: Overall Annual DBE Goal Analysis for FFY 2000/01	
Appendix F: Proof of Annual Goals Publication	
Appendix G: Endorsements	